



**INVESTIGATIVE CERTIFIED PUBLIC ACCOUNTANT
DEPARTMENT OF CONSUMER AFFAIRS
BUREAU FOR PRIVATE POSTSECONDARY AND VOCATIONAL EDUCATION
MONTHLY SALARY \$3958-4775 (\$22.84 PER HOUR)**



**LOOKING FOR A NEW JOB WITH THE
STATE OF CALIFORNIA?**

The Department of Consumer Affairs, Bureau for Private Postsecondary and Vocational Education is now recruiting to fill Investigative Certified Public Accountant (ICPA) positions on a part-time and permanent-intermittent basis. These ICPAs are responsible for planning and performing financial, operational, compliance, and investigative audits of private postsecondary educational institutions. This includes examining financial operations to determine compliance with state and federal laws and regulations. ***If you possess:***

- Knowledge of generally accepted accounting principles and generally accepted auditing standards, and have the ability to apply both
- Ability to apply specialized auditing practices and procedures as used in auditing entities subject to governmental jurisdiction
- Experience in the state auditing process
- Ability to work independently and cooperatively with others
- Ability to organize and establish workload priorities
- Ability to write concise and effective reports
- Knowledge of Windows - based spreadsheets such as EXCEL and WORD

Read the following minimum requirements below to see if you qualify and are interested in such a position!

Upon receiving your application and determining that the following requirements have been met, you will be notified of the written examination date.

POSITION REQUIREMENTS

LICENSE: Possession of an active California issued Certified Public Accountant License (including meeting all continuing education requirements), **and**

EDUCATION: **Either** (1) Equivalent to graduation from college with a minimum of 30 semester units of business and accounting courses, **or** (2) Completion of an equivalency examination such as the College Level Examination Program and the Accountancy Act Proficiency Examination Program, **and**

EXPERIENCE: **Either** (1) five years of experience in the California state service performing professional auditing or accounting duties of which one year must be at a level of responsibility not less than that of an Accounting Administrator I (Specialist), **or** (2) three years at a level of responsibility not less than the Associate Management Auditor, of which one year must have been performing highly complex and sensitive audits, **or** (3) three years of increasingly responsible professional public accounting experience. Professional experience is defined as work performed for a public accounting firm after licensure as a Certified Public Accountant.

**INTERESTED APPLICANTS - PLEASE SEND YOUR STATE APPLICATION (STD. FORM 678) BY
OCTOBER 23, 1998 TO:**

**Department of Consumer Affairs
Human Resources - Attention: Joanne Wight
P.O. Box 980428
West Sacramento, California 95798-0428**

Include whether your employment was full-time or part time (hours per week), exact beginning and ending dates of employment, educational background and experience pertinent to this type of position. **On the reverse side of this flyer please identify the location you would be most interested in working and return with your state application (Std. 678). Resumes will not be accepted without completing the state application.** If you have any questions or would like to obtain a copy of the position duty statement, please contact our Employee Development Information Line at (916) 324-4994.

LOCATIONS IN WHICH YOU ARE WILLING TO WORK

Please return this document with your state application (Std. 678).

Name:	Phone:
Current Address:	

If you meet the position requirements and are successful in the written examination process, your name will be placed on an employment list. Please place a check mark (✓) next to your work location choice. You will only be contacted for those locations in which you have indicated an interest.

Examinations for this classification will be administered on a continuous basis. Following is a list of tentative final filing dates.

_____ October 23, 1998

_____ January 22, 1999

POSITION LOCATION PREFERENCE:

3. LOCATIONS IN WHICH YOU ARE WILLING TO WORK: Please check your choice(s) – You will not be offered a job in locations not checked. If more than 15 selections are made, you may be considered available for work anywhere in the State.

<input type="checkbox"/> 0005 State of California or choose from specific <input type="checkbox"/> 0100 Alameda <input type="checkbox"/> 0200 Alpine <input type="checkbox"/> 0300 Amador <input type="checkbox"/> 0400 Butte <input type="checkbox"/> 0500 Calaveras <input type="checkbox"/> 0600 Colusa <input type="checkbox"/> 0700 Contra Costa <input type="checkbox"/> 0800 Del Norte <input type="checkbox"/> 0900 El Dorado <input type="checkbox"/> 1000 Fresno <input type="checkbox"/> 1100 Glenn <input type="checkbox"/> 1200 Humboldt <input type="checkbox"/> 1300 Imperial <input type="checkbox"/> 1400 Inyo <input type="checkbox"/> 1500 Kern	<input type="checkbox"/> 8004 Northern Region counties below <input type="checkbox"/> 1600 Kings <input type="checkbox"/> 1700 Lake <input type="checkbox"/> 1800 Lassen <input type="checkbox"/> 1900 Los Angeles <input type="checkbox"/> 2000 Madera <input type="checkbox"/> 2100 Marin <input type="checkbox"/> 2200 Mariposa <input type="checkbox"/> 2300 Mendocino <input type="checkbox"/> 2400 Merced <input type="checkbox"/> 2500 Modoc <input type="checkbox"/> 2600 Mono <input type="checkbox"/> 2700 Monterey <input type="checkbox"/> 2800 Napa <input type="checkbox"/> 2900 Nevada <input type="checkbox"/> 3000 Orange	<input type="checkbox"/> 8001 Central Region <input type="checkbox"/> 3100 Placer <input type="checkbox"/> 3200 Plumas <input type="checkbox"/> 3300 Riverside <input type="checkbox"/> 3400 Sacramento <input type="checkbox"/> 3500 San Benito <input type="checkbox"/> 3600 San Bernardino <input type="checkbox"/> 3700 San Diego <input type="checkbox"/> 3800 San Francisco <input type="checkbox"/> 3900 San Joaquin <input type="checkbox"/> 4000 San Luis Obispo <input type="checkbox"/> 4100 San Mateo <input type="checkbox"/> 4200 Santa Barbara <input type="checkbox"/> 4300 Santa Clara <input type="checkbox"/> 4400 Santa Cruz	<input type="checkbox"/> 8011 Southern Region <input type="checkbox"/> 4500 Shasta <input type="checkbox"/> 4600 Sierra <input type="checkbox"/> 4700 Siskiyou <input type="checkbox"/> 4800 Solano <input type="checkbox"/> 4900 Sonoma <input type="checkbox"/> 5000 Stanislaus <input type="checkbox"/> 5100 Sutter <input type="checkbox"/> 5200 Tehama <input type="checkbox"/> 5300 Trinity <input type="checkbox"/> 5400 Tulare <input type="checkbox"/> 5500 Tuolumne <input type="checkbox"/> 5600 Ventura <input type="checkbox"/> 5700 Yolo <input type="checkbox"/> 5800 Yuba
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